

**ECONOMIC DEVELOPMENT COMMISSION  
MEETING MINUTES**

**APRIL 13, 2005**

**PRESENT:** Rick Cleary, Laura Sherman, Eric Santini, John Luginbuhl and Tim Olmsted

**ABSENT:** Anna Sanko

**STAFF**

**PRESENT:** Reanna Goodreau, Recording Secretary

**I. CALL TO ORDER:**

Chairman Cleary called the Economic Development Commission meeting to order at 7:04 PM.

**II. PUBLIC COMMENTS: NONE**

**III. NEW BUSINESS: NONE**

**IV. UNFINISHED BUSINESS:**

1. Business Survey—Update

Reanna Goodreau stated that she has obtained mailing information from the Assessor. She also explained that Planning Department staff is getting cost estimates to complete the mailing of the survey. Commissioner Sherman stated that Wordcom's business is direct mailing and suggested contacting them.

2. CEDAS: Camera Friendly Communities—Update

Chairman Cleary stated that Commissioner Sanko previously requested that this item be tabled until she has more information for the commission.

3. Tax Abatement Policies/Procedures—Update

Chairman Cleary reviewed the changes he drafted to the tax abatement policy with the commission and Peter Charter, BOS EDC Liaison. Chairman Cleary requested that staff draft the changes so that it can be reviewed by the appropriate people and then forwarded to the Board of Selectmen for approval.

**THE COMMISSION REQUESTED THAT EDC STAFF DRAFT THE EDC'S RECOMMENDED CHANGES TO THE TAX ABATEMENT POLICY AND PROCEDURES, AND FORWARD THE**

**DRAFT TO THE FIRST SELECTMAN, ASSESSOR, TOWN ATTORNEY AND BUILDING  
OFFICIAL FOR REVIEW AND COMMENT PRIOR TO THE MAY 11, 2005 EDC MEETING.**

4. Farm Initiatives—Update

Chairman Cleary told First Selectman Milanovich that a tent for the farmer's market would cost \$1,600 for the first week. The First Selectman stated that to start the market, he is requesting that the farmers bring their own tents for over their trucks, but that they can be no larger than 10' x 10'. He continued by saying that the sales area may be changed to between the parking lot and baseball fields. Mr. Milanovich commended Laura Sherman on her efforts with the farmers market. Chairman Cleary suggested coordinating with the Recreation Department, so that the farmers arrive before any games begin. Mr. Milanovich stated that the market would be from 9 am until 1 pm. He stated that the only negative comments he has received about the farmers market is that the Dzens think that it may hurt their sales. Mr. Milanovich believes that if signs are posted at the farmers market that direct citizens to farmers stands after the market has closed, it will actually increase the stands business.

5. Review of the Economic Development Chapter of the Current Plan of Conservation & Development

Chairman Cleary noted that the Board of Selectmen authorized the bid waiver for the Plan of Conservation & Development (Plan of C&D) and regulation updates. He requested that the commissioners bring written comments regarding the Plan of C&D for discussion at the May meeting. Chairman Cleary asked that staff give each member a copy of the zoning regulations so they can start their review of the zoning regulations. Mr. Charter voiced his concerns regarding the bid waiver.

6. Discussion: Status of Development Fees

Reanna Goodreau explained that the Planning & Zoning Commission is reviewing the current application fees. They will be coordinating with the Economic Development Commission regarding application fees with respect to commercial and industrial endeavors.

**V. ADMINISTRATIVE BUSINESS:**

1. Approval of the February 16, 2005 Meeting Minutes

**MOVED (SHERMAN), SECONDED (LUGINBUHL) AND PASSED UNANIMOUSLY TO  
APPROVE THE FEBRUARY 16, 2005 MEETING MINUTES.**

2. Correspondence:

- a. Memo to PZC, IWA & ZBA from Matt Davis, dated 2/28/05 (Changes to Land Use Fees)
- b. Memo to Attorney Bellis from Matt Davis, dated 3/15/05 (DBR Comments/Suggestions)
- c. Memo to Lee Luginbuhl from Matt Davis, dated 3/15/05 (DBR Comments/Suggestions)

- d. Letter to Robert Phillips from Dennis Milanovich, dated 3/18/05 (Acceptance of ZEO Position)
- e. Email to Marie Sauve from Matt Davis, dated 3/21/05 (E.D.D.I. Roll Out News)
- f. Memo to Dennis Milanovich from Matt Davis, dated 3/21/05 (BOS 3/14/05 Minutes)
- g. Memo to Finance Department from Dennis Milanovich, dated 3/29/05 (Temporary Part-Time ZEO)
- h. Memo to PZC & EDC from Matt Davis, dated 3/29/05 (School Facilities Report)
- i. Memo to PZC & EDC from Matt Davis, dated 3/31/05 (Grand List Data)
- j. The Regional Review, March/April 2005

**SO NOTED.**

## **VI. ADJOURNMENT**

**MOVED (SHERMAN) SECONDED (LUGINBUHL) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:23 PM.**

Respectfully submitted,

Reanna Goodreau  
Recording Secretary